



DEPARTMENT OF THE ARMY
HEADQUARTERS BRIGADE
UNITED STATES ARMY NORTH ATLANTIC TREATY ORGANIZATION
Unit 21420
APO AE 09705-1420

REPLY TO
ATTENTION OF

ACDP-S

27 Jul 06

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army NATO Brigade (USANATO) Policy Letter #10, Safety

1. I am the USANATO BDE Safety Officer and my goal is *No Loss of Life*. To achieve this goal I expect Soldiers, civilian employees, and family members to take appropriate steps to prevent unsafe actions and conditions.
2. Safety is an inherently a leadership responsibility, but it is also an individual responsibility. First line leaders and supervisors must ensure a safe work environment is provided for personnel. Ensure personnel are aware of the importance of safe work practices and to practice *Don't Walk By* to make on the spot corrections to unsafe conditions.
3. Composite Risk Management is the main focus of today's Army and it is no different with the Brigade. Composite Risk Management blends tactical threat-based risks with accidental, hazard-based risks to create a more thorough evaluation of the danger, thus enabling highly effective risk mitigation. Commanders will ensure all personnel know, understand, and use Composite Risk Management in planning all activities and operations.
4. The Army Safety Program is established in Army Regulation 385-10. Commanders will ensure their unit maintains compliance IAW the Army Safety Program. Commanders will also comply with the following:
 - a. **Safety Training for Leaders.** Before taking command, officers must complete the online Commander's Safety Course. The senior noncommissioned officer (NCO) in the organization must complete the Commander's Safety Course, the Senior NCO Safety Course, or the 40-hours Safety Officer.NCO Course (SOC 40).
 - b. **Safety Training for Additional Duty Safety Personnel.** USANATO BDE units (company level and above) must have a safety officer or NCO appointed on orders and working for the commander. Within 30 days after appointment, the individual must complete the online Additional Duty Safety Course (<https://safetylms.army.mil>). Within 90 days after appointment, the individual must attend SOC 40.
 - c. **Under the Oak Tree Counseling.** Recent history clearly shows that motor vehicles are still the number one cause of fatalities. Leaders must be engaged in ensuring that your young

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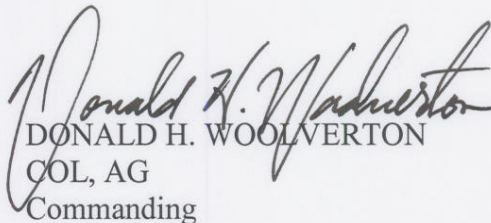
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Soldiers avoid risky off-duty behavior. The method for leaders to interact with their Soldiers is called *Under the Oak Tree Counseling*. Before weekends and holidays, and before Soldiers go on pass or leave, first-line officers and NCOs will give a composite risk briefing, and first-line NCOs or supervisors will meet with each Soldier to Discuss the Soldier's off-duty plans. This process ensures that leaders are aware of their Soldiers' plans and have made a verbal agreement on the steps to be taken to manage identified risks.

5. Soldiers at all levels will comply with the accident-reporting and investigation process. All accidents will be reported to your unit Safety Officer or NCO. Safety Officers or NCOs will document all reportable accidents. If accident is a recordable accident IAW AR 385-40, a DA 285 AGAR will be submitted to the BDE Safety Office.

6. Safety is a command responsibility and each of you must remain engaged in supporting the safety program. Standards, discipline, training and composite risk management are the keys to ensuring our personnel work and train in a safe environment.

7. Point of contact is the Brigade Safety Manager, 423-8207.


DONALD H. WOOLVERTON
COL, AG
Commanding

DISTRIBUTION:

B plus 2, 7

C minus 1 - 14